



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR & ECONOMIC GROWTH
Michigan Occupational Safety & Health Administration
(MIOSHA)

KEITH W.COOLEY
DIRECTOR

ERGONOMICS APPENDIX ADVISORY COMMITTEE MEETING MINUTES

June 27, 2007—Wednesday—9:00 a.m.
General Office Building—7150 Harris Drive—Conference Room A
State Secondary Complex—Lansing

PRESENT

COMMITTEE MEMBERS:

Mark Spence Dow Chemical Company.....Co-Chairperson
Andrea Smutz Genesee County Controllers Office
Derrick Quinney Michigan State AFL-CIO
John Bavin Michigan Chamber of Commerce & Consumers Energy
Karlene Ketola Michigan Association of Homes & Services for the Aging
Linda Berry..... United Food & Commercial Workers – Local 951
Nancy McLaughlin Agility Health Professionals, Inc.
Ronald Henderson Tower Automotive

MIOSHA STAFF:

Marsha Parrott-Boyle Standards Section
John Peck Management & Technical Services Division
Bart Pickelman..... General Industry Safety & Health Division
Richard Zdeb Consultation, Education & Training
Dena Hendon..... Standards Section

NOT PRESENT:

Sheryl Ulin..... University of MichiganCo-Chairperson
Andrew Comai UAW International Union
Bradley Joseph Ford Motor Company
David Cwynar..... DAC Physical Therapy, LLC
David Herbel Michigan Association of Homes & Services for the Aging
George Vondrak..... Blue Cross Blue Shield of Michigan
Laura Hardy Delphi
Margaret Faville Service Employees International Union Local 79
Marie Martinko Society of the Plastics Industry Inc
Scott Tolmie DaimlerChrysler
Susan Howe..... Society of the Plastics Industry Inc
Teresa Bellingar Haworth, Inc
Tycho Fredericks Western Michigan University

Agenda Item #1—Call to Order

The June 27, 2007 MIOASHA Ergonomics Appendix Advisory Committee meeting was called to order by Co-chairperson Mark Spence. Roll call was taken and a quorum was present.

Agenda Item #2—Approval of Minutes for May 23, 2007 Meeting

Marsha Parrott-Boyle suggested a few word changes regarding Agenda item #4. A motion was made by Karlene Ketola and was seconded by John Bavin to approve the minutes of the May 23, 2007 Advisory Committee meeting, as amended.

MOTION CARRIED UNANIMOUSLY.

Agenda Item #3—Review Appendix Draft #6

Marsha Parrott-Boyle explained the changes between draft #5 and draft #6.

a. Appendix A ‘Examples of Ergonomic Hazards’ Language drafted by Mark Spence.

The Advisory Committee reviewed the ‘Examples of Ergonomic Hazards’ language submitted by Co-chairperson Mark Spence. During the discussion several suggestions were made to improve the section to better describe the consensus of the advisory committee.

b. Appendix C – ‘Signs and Symptoms’ Language drafted by David Cwynar

The Advisory Committee reviewed the ‘Signs and Symptoms’ language submitted by David Cwynar. During the discussion several suggestions were made to improve the section to better describe the consensus of the advisory committee. Nancy McLaughlin volunteered to re-write this section with the suggestions from the members of the advisory committee.

Agenda Item #4—CET Sample Plan and Resources – Richard Zdeb

Marsha Parrott-Boyle informed the committee that CET is asking for volunteers to work with them to develop the CET Ergonomic Web-site. If anyone is interested, please let her know.

Richard Zdeb will bring a Sample Ergo Rule Training Program which will comply with the requirements of the ergonomic draft rule and this appendix to the next meeting.

The advisory committee had one more additional recommendation for the CET sample training program: Organize by task and industry.

Agenda Item #5—Review Appendix Issues/Concerns

Marsha Parrott-Boyle reviewed the ‘Appendix Issues/Concerns’ listing with the advisory committee. To date 12 items are completed and 6 items remain to be reviewed at the July meeting.

Agenda Item #6—Next Meeting– Note Change of Date

Monday, July 23, 2007- 9:30 a.m to 12:00 p.m.

General Office Building—7150 Harris Drive—Lansing—Conference Room B

During the discussion by advisory committee members, it was apparent that this may not be the best date for the July meeting and a sufficient number of attending members might not be available. MIOASHA staff will survey members by email and may re-schedule the July meeting for the best day for attendance by members.

Agenda Item #6—Public Comment

None

Agenda Item # 7—Adjournment

With no further business before the committee, the meeting was adjourned.

****Minutes were reviewed and approved at the August 22, 2007 meeting.****